



GENERAL PURPOSES COMMITTEE

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 19th March, 2012 at 11.00 am

MEMBERSHIP

Councillors

A Blackburn - Farnley and Wortley;
J Blake - Middleton Park;
R Finnigan - Morley North;
S Golton - Rothwell;
P Gruen - Cross Gates and Whinmoor;
J Lewis - Kippax and Methley;
M Lobley - Roundhay;
A Lowe - Armley;
J Matthews - Headingley;
E Nash - City and Hunslet;
J Procter - Wetherby;
M Rafique - Chapel Allerton;
K Wakefield (Chair) - Kippax and Methley;

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence from the meeting.</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 16th February 2012.</p>	1 - 2
7			<p>IMPLEMENTATION OF THE 2012/13 PAY POLICY STATEMENT</p> <p>To receive a report of the Chief Officer HR seeking the Committee's views on the attached draft Pay Policy Statement and for the Committee to make recommendations to full Council to approval the Pay Policy Statement for the 2012/13 Financial Year.</p>	3 - 16
8			<p>WORK PROGRAMME</p> <p>To receive a report of the Director of Resources notifying and inviting comment from the Committee on the work programme.</p>	17 - 20

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Agenda Item 6

GENERAL PURPOSES COMMITTEE

THURSDAY, 16TH FEBRUARY, 2012

PRESENT: Councillor K Wakefield in the Chair

Councillors A Blackburn, J Blake, P Gruen,
J Jarosz (as substitute for A Lowe),
J Lewis, J Matthews, E Nash, J Procter and
M Rafique

Apologies Councillors S Golton and A Lowe

82 Appeals against refusal of inspection of documents

There were no appeals against the refusal of inspection of documents.

83 Exempt Information - possible exclusion of the press and public

There were no resolutions to exclude the public.

84 Late items

There were no late items submitted to the agenda for consideration.

85 Declaration of Interests

There were no late items submitted to the agenda for consideration.

86 Apologies for absence

Apologies for absence were received from Councillors Lowe and Golton.

87 Minutes of the previous meeting

RESOLVED – That the minutes of the General Purposes Committee meeting held on 5th January 2012 be approved as a correct record.

88 Interim Review of Polling Arrangements for Garforth & Swillington and Calverley & Farsley Wards - Final Proposals Report

The Head of Licensing and Registration presented his report which considered the representations made during the public consultation on the authority's Initial Proposals for the polling arrangements for Garforth and Swillington and Calverley and Farsley. The report also considered Elections Working Group's (EWG) recommendations for the authority's Final proposals for the polling arrangements for Garforth and Swillington and Calverley and Farsley.

RESOLVED – Members of the General Purposes Committee resolved to agree:

- the final proposals as proposed by the Electoral Working Group and set out in Appendix A to the report for Calverley and Farsley Ward; and
- the final proposals as proposed by the Electoral Working Group set out in Appendix C to the report for Garforth and Swillington Ward.

89 Work Programme

The Director of Resources submitted a report notifying Members of the work programme for the Committee.

The Chair proposed that two further items be added to the work programme as detailed below:

- a scoping report exploring the preparatory work which may be necessary in the event of support for an elected mayor for Leeds in the forthcoming referendum; and
- an assessment of the Council's existing governance arrangements and whether they remain fit for purpose in providing democratic accountability, particularly where Council services will be provided through other agencies at arms length to the Council such as social enterprises, the voluntary sector, Academies and free schools.

In addition the Chair drew Members' attention to proposals to bring forward the Annual Council Meeting date by three days for this and subsequent years¹.

RESOLVED – The General Purposes Committee resolved;

- to note the work programme and add the two further reports detailed above.
- to note the intention to seek full Council's approval to bring forward the Annual Council meeting date by three days for this and subsequent years.

¹ A report being listed for consideration at the full Council meeting on the 22nd February 2012
Draft minutes to be approved at the meeting
to be held on Monday, 19th March, 2012

Report of the Director of Resources

Report to General Purposes Committee

Date: 19th March 2012

Subject: Implementation of the 2012/13 Pay Policy Statement

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This paper sets out a draft Pay Policy Statement. This is required under the Localism Act and must be adopted by the Full-Council before April 2012.

Recommendations

2. The General Purposes Committee are asked to consider and make recommendations to full Council in respect of the approval of a Pay Policy Statement for the financial year 2012/12
3. The Committee is also asked to receive a further report concerning the role of the Committee in reviewing the Pay Policy Statement.

1 Purpose of this report

- 1.1 The purpose of this report is to seek members views on the attached draft Pay Policy Statement and for the Committee to make recommendations to Full Council to approve the Pay Policy Statement for the 2012/13 Financial Year.

2 Background information

- 2.1 Local Authorities are required under section 38 of the Localism Act 2011 to prepare a Pay Policy Statement. The statement must articulate the Council's policy towards the pay of its most senior staff and relationships with the pay of the rest of the work-force. The provisions of the Act do not apply to the employees of local authority schools.
- 2.2 Each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions of the Localism Act do not seek to change this or to determine what decisions on pay should be taken. However they require individual employing authorities to be clearer about their own policies in relation to pay.
- 2.3 Section 40 of the Localism Act requires authorities, in developing their Pay Policy Statement, to have regard to any guidance published by the Secretary of State. This includes Communities and Local Government guidance on Openness and Accountability in Local Pay and the Code of Recommended Practice for Local Authorities on Data Transparency ("Open Data").

3 Main issues

Requirement in Detail

- 3.1 Under the Localism Act, and CLG Guidance, a Pay Policy Statement must as a minimum cover:
- 3.1.1 policy on the level of remuneration for each Chief Officer including base salary (or payments when on a contract for services), expenses, bonuses, PRP, earn back, honoraria and ex-gratia payments;
- 3.1.2 election fees, joint authority duty payments and severance arrangements;
- 3.1.3 policy on remunerating the lowest paid in the workforce including the authority definition of the lowest paid employee and the reasons for the definition e.g. the authority's lowest pay point and how it was decided;
- 3.1.4 policy on relationship between the remuneration of Chief Officers and other staff – policy towards maintaining or reaching a specific pay multiple;
- 3.1.5 policy on other aspects of Chief Officer remuneration – recruitment, pay increases and additions, PRP and bonuses, termination payments, transparency, re-employment when the Chief Officer is in receipt of LGPS pension and/or a redundancy/severance payment, and;

- 3.1.6 the full Council being given the opportunity to consider salary packages in excess of £100k for new appointments before they are offered.
- 3.2 The Guidance also asks that Councils can consider other matters including:
 - 3.2.1 links with existing discretionary payments policies for severance and pensions;
 - 3.2.2 use of supporting evidence in terms of market comparison;
 - 3.2.3 extending the policy to cover other higher paid staff who are not Chief Officers e.g. links to the “Open Data” requirements regarding staff who earn more than £58,200 pa , and;
 - 3.2.4 how the policy is reviewed and developed.

Approach

- 3.3 Discussions have taken place with the Local Government Employers Yorkshire and Humberside and other Councils to consider the approaches being taken. Following those discussions a draft Pay Policy Statement has been formulated for Members’ consideration. This is attached at Appendix 1.

Coverage

- 3.4 It is proposed that the policy covers Chief Officers posts and above. The Pay Policy Statement sets out how these staff will be remunerated and the decision making around this. The Policy sets out the maximum levels for rewarding senior staff and gives some discretion to allow for operational flexibility.

Pensions/Severance

- 3.5 It is proposed to retain current, separate policies on discretionary payments and augmentation.

New Appointments

- 3.6 The Council will be asked to give the Chief Executive and the Employment Committee the operational flexibility and discretion to make any new appointments with a salary package of greater than £100k.

Reviewing and Developing the Policy

- 3.7 Pay Policy Statements are new and Full Council must review and approve a statement on an annual basis before the end of March. It is proposed that a further report be presented to the Committee to explore how the review process might be undertaken and add value to Members’ consideration of the Policy in subsequent years. .

Relationship between Senior Pay and the lowest paid staff

- 3.8 The Policy notes the relationship regarding the lowest paid staff and median average pay in relation to the Chief Executive.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Trade unions have been consulted on the draft policy.

4.1.2 In terms of wider communications issues, Councils in the region and nationally will be publicising policies from January 2012 onwards. A responsive media engagement strategy has been prepared. This will include comparison to other known Pay Policy statements.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Due regard to an Equality Impact Assessment has been given. The policy sets out current arrangements in the Council, rather than making changes that affect diversity. However, it is noted that BME groups and women are particularly under-represented in Senior Management positions and employment equality targets recognise this.

4.3 Council policies and City Priorities

4.3.1 The Pay Policy Statement can be cross referenced to the Council Business Plan and City Priority Plan to reflect the strategic contribution made by senior staff.

4.4 Resources and value for money

4.4.1 The Pay Policy Statement will be future point of reference for the Council in assessing its senior management costs.

4.4.2 General Purposes Committee is asked to note that members of the Corporate Leadership Team have agreed to a voluntary two year temporary pay cut until March 2013. This voluntary arrangement is outside the policy.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The draft policy has been assessed as complying with the requirements of the Localism Act.

4.5.2 In terms of its formal adoption it is proposed to report the Policy to the Council meeting on 28th March 2012, and is therefore compliant with the statutory requirements.

4.6 Risk Management

4.6.1 The Council will need to consider the reputational implications of the published policy in terms of how stakeholders and the media respond.

5 Conclusions

5.1 New requirements mean all Councils are legally obliged to provide a more transparent account on pay. The proposed policy is drafted to meet this and allow for future development.

6 Recommendations

- 6.1 The General Purposes Committee is recommended to:
- 6.2 consider the draft Pay Policy Statement and make recommendations to full Council in respect of the adoption of the policy for the 2012/13 financial year.
- 6.3 request a further report on how the Pay Policy Statement can be reviewed.

7 Background documents¹

- 7.1 None

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Annual Pay Policy Statement
Financial Year 2012/13

(To be) Approved by Full Council – 28th March 2012

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- § **Policy on remunerating senior officers**
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 - Terms and Conditions
 - Bonuses and performance related pay
 - Earn Back
 - Termination Payments
- § **Policy on remunerating the lowest paid in the workforce**
- § **Policy on the relationship between the senior officer remuneration and that of other staff**
- § **Re Employment of staff in receipt of a LGPS Pension or a Redundancy/Severance Payment**
- § **Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations 2011**

List of Appendices

Appendix 1 – Pay scales under the JNC Conditions of Service

Appendix 2 – Pay scales under the NJC Conditions of Service

Section 1 - Purpose and Application

This Pay Policy Statement has been written to cover requirements under Sections 38 – 43 of the Localism Act 2011. This requires that the authority produce a policy statement covering a number of matters concerning the pay of the authority's staff.

This policy must be complied with for all decisions relating to the remuneration of, or other terms and conditions applying to, those senior officers listed in Section 2.

This policy will be reviewed annually and presented to Full Council for approval before the 31st March immediately preceding the financial year to which it relates.

Section 2 - Policy Statement

Definition of senior officers covered by the Pay Policy Statement

This Pay Policy Statement covers the following senior officer posts;

1. Head of the Paid Service, which in this authority is the post of Chief Executive
2. Director of Resources who is the Section 151 Officer (and also currently acting Deputy Chief Executive), City Solicitor who is the Monitoring Officer and the Directors of Adult Social Care and Children Services. These postholders are members of the authority's Corporate Leadership Team (CLT)
3. Those who report directly to the Head of the Paid Service, which, in this authority are the Directors of City Development, Environment and Neighbourhoods and the Assistant Chief Executive (Customer Access and Performance). These postholders are also members of Corporate Leadership Team.
4. Those required to report directly to, or are directly accountable to, one or more of those described in 1-3 above..

Policy on remunerating senior officers

It is the policy of this authority to establish a remuneration package for each senior officer post that is sufficient to attract and retain those with the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question.

Base salary¹, honoraria and market supplements

All decisions in relation to base salary, honoraria and market supplements and retention and performance payments will be made by;

- Full Council – in respect of the Head of Paid Service
- The Head of Paid Service² – in respect of Directors and the City Solicitor
- Directors³ – in respect of those who report to them.

¹ Including payments in respect of a contract for services, secondments or other circumstances identified by the Head of Paid Service

² Following a recruitment exercise - in consultation with members of the Employment Committee and consistent with the committee's majority view

The authority may seek independent advice as a means informing decisions on determining the pay scale for senior officer posts.

The salary for senior officer posts will be determined by reference to the pay scales at Appendix 1.

Where a senior officer salary is likely to be in excess of £100,000, the appointment will be made by the Employment Committee.

Appointments will be made to the appropriate approved minimum point of the grade for the post in question unless there is evidence that a preferred candidate cannot be appointed without varying the remuneration package. In such circumstances incremental advancement within the grade range is permissible.

In exceptional circumstances this policy provides for a departure from the Pay Policy. All departures from this policy will be expressly justified and will be authorised by the Chief Executive in consultation with members of the Employment Committee, or, where no Employment Committee is necessary for the purposes of appointment, with the appropriate Executive Member. Information regarding any such decisions will be reported to the next meeting of Full Council.

Honoraria⁴ may be payable in circumstances where additional duties and responsibilities are undertaken which are over and above those which could be reasonably accommodated within existing terms and conditions of employment.

Market supplements may be paid only where it has been established that there is a significant risk of not being able to retain/replace staff with specific knowledge and skills essential to the delivery of a particular service, project or corporate priority. All such payments will be reviewed annually by the Head of Paid Service.

Terms and Conditions

The Chief Executive is employed on terms and conditions set out under the Joint National Council for Chief Executives. All other senior officers are employed on terms and conditions set out under the Joint National Council for Chief Officers. Under these arrangements national pay awards are negotiated annually.

Some aspects of remuneration are applicable to all staff (including senior officers covered by this policy). For completeness these are outlined below:

- § Membership of the Local Government Pension Scheme; with employee contributions ranging from 5.5% (on salaries up to £12,900) to 7.5% (on salaries over £81,101).
- § Expenses for travel and subsistence based on National Joint Council for Local Government Employee rates
- § On appointment, incremental progression following 6 months employment and then annual incremental progression on each 1st April thereafter.

³ Following a recruitment exercise - in consultation with members of the Employment Committee, and consistent with the committee's majority view or, where no employment committee is necessary for the purposes of the appointment, with the appropriate Executive Member.

⁴ Including payments made for joint authority duties

Bonuses and Performance Related Pay

For posts under this policy, the Authority does not currently operate a bonus or performance related pay scheme. Performance is considered however as part of a package to offer market supplements and retention pay when needed.

Earn-Back

The Authority does not operate a scheme of remuneration linked to Earn-Back

Termination Payments

All decisions relating to termination payments will be made by;

- Full Council – in respect of the Head of Paid Service
- The Head of Paid Service – in respect of the Director of Resources and Deputy Chief Executive
- Director of Resources – in respect of other Directors and the City Solicitor
- Directors – in respect of those who report to them.

Termination payments may be made to senior officers covered by this policy. The maximum discretion for the Council is to award 104 weeks pay under the national statutory framework. There is also discretion to augment pensions.

Payments made must demonstrate value for money and be conducive to the effective and efficient operation of the authority.

Policy on remunerating the lowest paid in the workforce

The pay scales for staff employed on National Joint Council for Local Government terms and conditions are detailed at Appendix 2.

These, and other terms and conditions of employment are negotiated through appropriate collective bargaining mechanisms and then incorporated into contracts of employment.

The lowest pay point in this authority (excluding schools) equates to an annual full time salary of £12,489 and can be expressed as an hourly rate of pay of £6.47. This on the A1 grade which rises incrementally to £13,189.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services.

The pay multiplier between this and the current salary of the Chief Executive is 13:1.

Policy on the relationship between Senior Officer remuneration and that of other staff

The highest paid salary is paid to the Chief Executive. At March 2012 the average median salary in Leeds City Council (not including Schools) is £19,126.

The ratio between the median and Chief Executive's actual salary, the 'pay multiple' is 9.22:1. This authority does not have a policy on maintaining or reaching a specific 'pay multiple'. However the authority is conscious of the need to ensure that the salary of the

highest paid employee is not excessive and is consistent with the needs of the authority as expressed in this policy statement.

The authority's approach to the payment of staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

Re Employment of staff in receipt of a LGPS Pension or a Redundancy/Severance Payment

The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation.

Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

The Authority will publish information on pay and rewards for staff falling under the criteria specified in the Code of Recommended Practice for Local Authorities on Data Transparency and which requires the authority to provide information relating to those employees with salary packages above £58,200 and which fall below those of Chief Officers as specified above.

Election Fees

Additional fees for national elections and referendums are paid to the Chief Executive. In turn these are apportioned in accordance with criteria determined by the Chief Executive in his capacity of Returning Officer.

These fees and any apportionment will be published as part of the Council's Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

Pay scales under the JNC Conditions of Service

Grade	SCP	Salary £	Grade	SCP	Salary £
Chief Executive	1	182,147	Director 85%	1	89,208
	2	185,650		2	91,437
	3	189,153		3	93,666
	4	192,655		4	95,898
	5	196,158		5	98,127
Deputy Chief Executive	1	147,118	Director 80%	1	83,958
	2	150,620		2	86,058
	3	154,123		3	88,158
	4	157,626		4	90,255
	5	161,128		5	92,355
Director Grade	1	134,347	Director 75%	1	78,711
	2	137,320		2	80,679
	3	140,293		3	82,647
	4	143,265		4	84,615
	5	146,238		5	86,583
Asst Chief Executives	1	114,215	Director 70%	1	73,464
	2	116,699		2	75,300
	3	119,183		3	77,136
	4	121,667		4	78,975
	5	124,151		5	80,811
Director 95%	1	£99,702	Director 60%	1	62,970
	2	102,192		2	64,545
	3	104,688		3	66,117
	4	107,178		4	67,692
	5	109,671		5	69,267
Director 90%	1	94,452	Director 52.5%	1	55,098
	2	96,816		2	56,475
	3	99,177		3	57,852
	4	101,538		4	59,232
	5	103,899		5	60,609

APPENDIX 2

Pay scales under the NJC Conditions of Service

Grade	SCP	Salary £	Grade	SCP	Salary £
PO6	46	38,961	C3	26	22,221
	47	39,855		27	22,958
	48	40,741		28	23,708
PO5	49	41,616	C2	24	20,858
	44	37,206		25	21,519
	45	38,042		26	22,221
PO4	46	38,961	C1	22	19,621
	47	39,855		23	20,198
	41	34,549		24	20,858
PO3	42	35,430	B3	25	21,519
	43	36,313		18	17,161
	44	37,206		19	17,802
PO2	38	31,754	B2	20	18,453
	39	32,800		21	19,126
	40	33,661		16	16,440
PO1	41	34,549	B1	17	16,830
	35	29,236		18	17,161
	36	30,011		13	15,444
SO2	37	30,851	A3	14	15,725
	38	31,754		15	16,054
	33	27,849		16	16,440
SO1	34	28,636	A2	17	16,830
	35	29,236		11	14,733
	36	30,011		12	15,039
SO1	32	27,052	A1	13	15,444
	33	27,849		9	13,589
	34	28,636		10	13,874
	29	24,646		11	14,733
	30	25,472		6	12,489
	31	26,276		7	12,787
				8	13,189

Report of Director of Resources

Report to General Purposes Committee

Date: 19th March 2012

Subject: Work Programme

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. Members are requested to consider whether they wish to add any items to the work programme.
2. The draft work programme is attached at Appendix 1.

Recommendations

3. Members are asked to note the draft work programme and advise officers of any additional items they wish to add.

1 Purpose of this report

- 1.1 The Purpose of this report is to notify Members of the Committee of the draft work programme. The draft work programme is attached at Appendix 1

2 Background information

- 2.1 The work programme provides information about the future items for the General Purposes Committee agenda, when items will be presented and which officer will be responsible for the item.

3 Main issues

- 3.1 Members are requested to consider whether they wish to add any items to the work programme

3.2 The draft work programme is attached at Appendix 1

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 This report consults Members on the content of the work programme of the Committee.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 No significant issues.

4.3 Council Policies and City Priorities

4.3.1 This report helps support the implementation of amendments to the Council's Constitution.

4.4 Resources and Value for Money

4.4.1 It is in the best interests of the Council to have sound control arrangements in place to ensure effective use of resources, these should be regularly reviewed and monitored as such the work programme directly contributes to this.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report is not an executive function and is not subject to call in.

4.6 Risk Management

4.6.1 By the Committee being assured that effective controls are in place throughout the Council the work programme promotes the management of risk at the Council.

5 Conclusions

5.1 The work programme of the Committee should be reviewed regularly and be updated appropriately in line with current issues facing the Council.

6 Recommendations

6.1 Members are asked to note the work programme and advise officers of any additional items they wish to add.

GENERAL PURPOSES COMMITTEE WORK PROGRAMME

ITEM	DESCRIPTION	RESPONSIBLE OFFICER
May 2012		
Members Code of Conduct	Consideration of a new Code of Conduct for Members and to make recommendations to full Council	Head of Governance Services Andy Hodson
Standards and Conduct Committee	Consideration of proposals to create a new Standards and Conduct Committee and make recommendations to full Council	Head of Governance Services Andy Hodson
Annual Review of the Constitution	To receive a report detailing the review of the Council's Constitution	Head of Governance Services Andy Hodson
Unscheduled		

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